



Drycleaner Environmental Response program

2008 Instructions for the Drycleaning Solvent Suppliers & Distributors Annual Registration Form

Submit a completed *Annual Registration Form* to the Department within 30 days after the start of operation, within 30 days of any change in the registration information, and by October 31st of each year. A change in information, which requires filing a revised registration form, includes: a change in ownership, lease or contractual relationship. Appropriate documentation supporting the change must be submitted along with the revised registration.

1. Indicate by circling if this is an initial, revised, renewal registration or quarterly report. If submitting an initial registration, leave the registration number blank; the Department will complete this.
2. Indicate the Supplier or Distributor facility's name, address, city, state, zip code, county name, EPA ID number (if applicable) and telephone number. Indicate the facility's mailing address if it is different than the location of the facility. Indicate the name of the property owner and the property owner's telephone number and address. The property owner means any individual or entity that is vested with any ownership, dominion, or the legal or rightful title to the real property or control over the facility. The other interest means any individual or entity that may have a contractual or agreement relationship with or other interest in the facility (such as a management company, another property owner, etc.).
 - (a) Indicate the date or year that the solvent supplier or distributor began selling drycleaning solvent to Tennessee drycleaning facilities.
 - (b) Indicate if you have other operations, contractors, etc., that deliver/transport drycleaning solvent to Tennessee drycleaning facilities on your behalf. If yes, indicate the name and address of the operations, contractors, etc.
3. A registration fee of \$5,500 is due from all Wholesale Distributors for each in-state wholesale distribution facility. Refer to the website link <http://www.state.tn.us/environment/permits/dcerp> or call (615) 741-2281 for a copy of the Guidance for Registering and Complying with the Tennessee Drycleaner's Environmental Response Act to determine if you are required to register. Enter the total amount of the solvent surcharge fee based on the schedule(s) in Section 6. Add the registration fee and the solvent surcharge fee to arrive at the total amount due to the Department.
4. Rule 1200-1-17.04(4) (a) for Class 1 BMPs, "As of October 15, 1997, all in-state wholesale distribution facilities shall comply with Class 1 BMPs because they are critical for the prevention of drycleaning solvent releases." Rule 1200-1-17.04(4)(b) for Class 2 BMPs, "As of October 15, 2007 all in-state wholesale distribution facilities shall comply with Class 2 BMPs because they are critical for the prevention of drycleaning solvent releases." Rule 1200-1-17.04(4)(b)3 "Beginning October 15, 2000, dense non-aqueous solvent or products delivered to drycleaning facilities shall be via closed, direct-coupled delivery systems."
5. The owner/manager or an authorized representative of the supplier/distributor must sign; include their title and the date signed. For a corporation, a responsible corporate officer should sign the registration form. A responsible corporate officer means: a president, secretary, treasurer, vice-president or other person who performs similar policy or decision-making functions for the corporation. For a partnership or sole proprietorship, the general partner or proprietor should sign the registration form.

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6. Photocopy this page to be used for each calendar quarter (e.g. January-March, April-June, etc.). Indicate the solvent surcharge fee reporting period. Solvent surcharge reports and fees should be submitted within one month of the end of the calendar quarter. For an initial registration, report all solvent sales to facilities since October 1, 1995. The reporting period for a renewal registration (from a supplier that is currently meeting program reporting requirements) would cover the months of July 2007 through September 2007. Complete the worksheet, using a separate line for each Tennessee drycleaning facility (shipping address), which purchased drycleaning solvent. Indicate the facility's name, address and registration number. Indicate the quantity of solvent sold (dense non-aqueous solvent or product, light non-aqueous solvent or product and total solvent) to each drycleaning facility during the reporting calendar quarter. The solvent is considered sold during the reporting period if the property right in the solvent transferred from the supplier to the drycleaning facility (normally upon delivery of the solvent). Use the table below in determining if a solvent is a dense or light non-aqueous solvent or product. This list is not meant to be all-inclusive and therefore does not exempt the sale of drycleaning solvents, not listed, from the solvent surcharge fee.

Dense non-aqueous solvents/products include: Tetrachloroethene, tetrachloroethylene, perchloroethylene, PCE.

Light non-aqueous solvents/products include: Stoddard, safety solvent, Varsol, mineral spirits, spotting Naphtha, DF 2000, Exxon 2000, Rynex, GreenEarth et al.

Add the itemized listing of dense and light non-aqueous solvents or products. Multiply the total amount (gallons) of dense non-aqueous solvent or product by \$10 and indicate the total in the space provided. Multiply the total amount (gallons) of light non-aqueous solvent or product by \$1 and indicate the total in the space provided. Add the total of the dense and light non-aqueous solvent or product surcharge fees to arrive at the total solvent surcharge fee, which is due and payable to the Department. Indicate this amount as the Solvent Surcharge Fee in Section 3. If more than one page is necessary, number each page sequentially (i.e., page 1 of 4, 2 of 4, etc.). Indicate on a separate summary page the individual page total amounts.

If you have any questions, contact the Tennessee Drycleaner Environmental Response Program at 615.741.2281. Make checks payable to: "TREASURER, STATE OF TENNESSEE"

Return the appropriate fee to: TDEC/ Division of Fiscal Services – Fee Section
14th Floor, L&C Tower
401 Church Street
Nashville, TN 37243